

2013-14

Scholarship Policy

The Punjab Educational Endowment Fund (PEEF)

A public company set up under section 42 of the Companies
Ordinance, 1984





Table of Contents

Chapter 1

Introduction

1.1 Preface.....	5
1.2 Scholarship Categories.....	5
1.3 Scholarship Levels.....	5
1.4 Scholarship Allocation.....	5
1.5 Allocation of Scholarships for the Year 2013-14.....	7
1.6) Scholarship Stipend Rates.....	8

Chapter 2

Approach and Policy Guideline

2.1 The Approach.....	10
2.2 Policy Guidelines.....	10
2.3 Scholarship Policy for PEEF Scholars.....	11

Chapter 3

Scholarship Eligibility Criteria

3.1 Secondary Level Scholarships	13
3.2 Intermediate & Graduation Level Scholarships	15
3.2 Intermediate Level Scholarships under PEEF –DFID partnership.....	17
3.3 Masters Level Scholarships	22
3.4 Masters Level Scholarships for Information Technology University (ITU).....	24
3.5 Intermediate & Graduation Level Scholarship for Punjab Board of Technical Education (PBTE)	26
3.6 Centre of Excellence (COEs).....	28



Chapter 4

Scholarships for Other Provinces

4.1	Intermediate & Graduation Level Scholarships for Other Provinces/ areas.....	30
4.2	Additional Scholarships for Balochistan.....	31
	– Masters Level Scholarships.....	31
	– Scholarships for Technical Education (BISE Quetta).....	32
	– Scholarships for Taleem Foundation.....	32

5) Chapter 5

Disbursement Policy

5.1	Disbursement Policy.....	34
5.2	Issues & Policy Guidelines for Disbursement of Scholarships.....	36

6) Chapter 6

Redressal of Grievance

6.1	Punjab.....	40
6.2	PBTE, Other Provinces / Areas.....	44

7) Chapter 7

Abbreviations & Glossary

7.1	Abbreviations & Glossary.....	45
7.2	Annexure.....	47



CHAPTER 1

INTRODUCTION



1.1. PREFACE:

The Punjab Educational Endowment Fund (PEEF) is an initiative of the Government of Punjab under the leadership of Chief Minister, Punjab Mr. Muhammad Shahbaz Sharif. To make it more efficient, transparent and autonomous in its functioning, it is registered under section 42 of the Companies Ordinance, 1984. PEEF is established with the objective of providing scholarships to talented and needy students for pursuing quality education with equal opportunities.

This endowment fund was initially established with seed money of Rs. 2 billion, which has now been raised to Rs. 9 billion. Only investment proceeds out of this fund are utilized for the award of scholarships.

This program under guidance of the Chief Minister Punjab/Chairman PEEF, Mr. Muhammad Shahbaz Sharif is providing opportunities to the talented but needy students to fulfill their dreams and aspirations and at the same time become partner in the development and welfare of country.

Since its establishment, PEEF has awarded more than 41,000 scholarships worth Rs. 2 billion to students of Punjab and other provinces.

1.2 SCHOLARSHIP CATEGORIES:

The Punjab Educational Endowment Fund (PEEF) scholarships have been classified into two major categories:

- Outreach Scholarships *(80% of the total number of scholarships)*
- Special Quota Scholarships *(20% of the total number of scholarships)*

Special Quota Scholarships are awarded to meritorious and deserving students who fall in at least one of the following categories:

- i. Orphan Children
- ii. Children of government servants in BPS 1 – 4
- iii. Children belonging to minority religion
- iv. Special Children

1.3 SCHOLARSHIP ALLOCATION:

1.3.1 Scholarship Levels:

PEEF scholarships are awarded for the following four (4) levels of educations. The level wise allocation of scholarship is given below:

- Secondary 20%
- Intermediate 30%
- Graduation 30%
- Masters' 20%
- **Special quota has also been allocated to other provinces/areas**



1.3.2 Type of Institutions:

PEEF has allocated scholarships for both Public & Private sector educational institutions.

The sector wise allocation is as follows:

- Public Sector/Government Educational Institutions 90%
- Private Affiliated Institutions 10%

1.3.3 Geographic Allocation:

In order to provide additional support to the students of less developed district more scholarships have been allocated to these districts. In this perspective, the districts of Punjab have been divided into two major categories; Developed Districts (DDs) and Less Developed Districts (LDDs).

The district category wise allocation of scholarships is given below:

District Category	Number of Districts	% of Scholarships Allocated
Less Developed Districts (LDD)	16	50%
Developed Districts (DD)	20	50%
Total	36	100%

By virtue of this categorization, less developed districts of Punjab are awarded more scholarships than developed districts.

1.3.4 Scholarship Quotas:

- Besides awarding scholarships to students of Punjab; scholarship quotas have been allocated for the students of other provinces, Azad Jammu & Kashmir, FATA, Gilgit Baltistan (GB) and Islamabad Capital Territory (ICT).
- In addition, PEEF has also earmarked scholarship for students of Punjab studying in the top ranking institutions of Pakistan (Centre of Excellence - COEs) and Punjab Board of Technical Education (PBTE).



1.4 Allocation of Scholarships for the Year 2013-14

The allocation of scholarships for the year 2013-14 is given below:

Entity	Scholarship Allocation
Punjab	
Secondary Level	1,415
Intermediate Level	2,123
Graduation Level	2,123
Master's Level	1,415
Punjab Board of Technical Education (PBTE)	468
TOTAL	7,544
Other provinces / Territories	694
Centre of Excellences	358
Danish Schools	605
GRAND TOTAL	9,201



1.5 SCHOLARSHIP STIPEND RATES:

Following scholarship stipend rates are admissible for the scholarships awarded during the year 2013-14.

For students studying in		Monthly Stipend for Day Scholar (Rs.)	Monthly Stipend for Boarders* (Rs.)
Secondary level		800	1,500
Intermediate level		1,500	3,000
Graduation (BA, B.Sc)		2,500	4,000
Professional Degree / Courses (BS, B.Sc. Hons., MBBS, Engineering, B.Com, IT, etc.)		3,000	4,500
Master Level (Public Sector Universities)	Monthly Stipend	3,000	5,000
	Tuition Fee	a) Admission Fee & Registration Fee b) Tuition Fee – Examination Fee – Lab fee – Thesis fee (where applicable)	

* PEEF scholars including scholars of PBTE/Other Provinces/Areas, enrolled under the category of "BOARDERS" in Nine (9) Divisional Headquarters of Punjab and Sialkot are entitled to 10% additional boarding allowance (Annex – A).

- PEEF Master level scholars & scholars selected by COEs as per MOU are not entitled to 10% additional boarding allowance.
- Scholarship stipend rates for scholars of Centre of Excellence (COE) scholars are determined separately.
- The outreach PEEF scholars studying in CoEs will be paid the same scholarship stipend as admissible under MoU arrangement with the respective CoE and PEEF.



CHAPTER 2

SCHOLARSHIP APPROACH & POLICY GUIDELINES



2.1 THE APPROACH:

PEEF has adopted a “Pro active Approach” for award of Outreach Scholarships to the talented and deserving students. No advertisements are released to seek applications for outreach scholarships; rather PEEF itself obtains data of meritorious students from Punjab Examination Commission (PEC), all Board of Intermediate and Secondary Educations (BISEs) of Punjab and Federal Board of Intermediate and Secondary Education (FBISE) and contact the eligible and meritorious students who have attained top positions in their respective tehsils.

2.2 POLICY GUIDELINES:

Following POLICY GUIDELINES have been adopted while short listing and finalizing the scholarship awards lists:

For **ALL LEVELS AND CATEGORIES THE PRIORITY IS TO MAINTAIN GENDER RATIO** (50% for each gender) in the following order of priority:

- Tehsil
 - District
 - Division
 - Province
- If the allocated number of scholarships (all levels and categories) of a tehsil, stream, or gender are in fractions, (3.2, 2.8, 4.5 etc.), the number will be rounded off to **next (higher) digit from 0.5 onwards**; e.g. against 2.5 scholarships, 3 students will be awarded scholarships. All scholarship adjustments will be made accordingly.
 - If only “1” scholarship is allocated to a certain stream/group, the scholarship will be awarded to the student with highest marks; either male or female.
 - All the meritorious students having same marks will be awarded PEEF scholarships.
 - Special quota scholarships (SQS) will be awarded on the basis of district, gender & category wise merits.
 - If any shortlisted student (Outreach Scholarship) is also eligible for SQS, he / she would be considered eligible for both types of scholarships; giving first preference to the Outreach scholarship and then to SQS.
 - Scholarships for the students of private affiliated institutions will be awarded on the basis of district, educational group & gender wise merits.
 - Scholarship will be awarded to those students whose parents (father and / or mother), declared income from all sources is as per PEEF income criteria, however the applicants will be required to



provide “Credible Evidence” of their income; i.e. Income Affidavit, Pay Slip/Salary certificate (where applicable).

- In case of orphan, only the income of the mother shall be considered while determining the eligibility for award of PEEF scholarship.
- Govt. Employees of grade 1-4, either serving or retired, are exempted from the condition of monthly income criterion if salary/pension is their only source of income. However, if the total income exceeds the income limit as set by PEEF with the addition of “income from other source”; PEEF income criteria will be admissible.
- The duration of the scholarships will be according to the Degree / course till the conduct of final examinations in which the student is enrolled at the time of award of scholarship provided the scholar maintains the academic performance as set and recommended by the educational institution and abides by the rules and regulation of the educational institution and PEEF as per its scholarship policy.
- Next installment of scholarship stipend is released when the institution affirms that scholar has been paid the stipend and “Scholarship Acknowledgment Sheet” is received in PEEF office.
- A student can avail only one scholarship in an academic year. If the selected student opts to avail PEEF scholarship then he/she will have to surrender the other scholarship, if any.
- Marks improvers, repeaters and students having star (*) on their result cards are not eligible for all levels and categories of PEEF scholarships.

2.3 SCHOLARSHIP POLICY FOR PEEF SCHOLARS:

All the existing PEEF scholars either passing out from autonomous institutions or from private institutions (affiliated / non-affiliated); are eligible for short listing for next level of scholarships, if they fulfill:

- Merit requirements of the respective tehsil, group and gender
- Monthly parent income criteria as set by PEEF



Chapter 3

SCHOLARSHIP ELIGIBILITY CRITERIA



**SCHOLARSHIP
ELIGIBILITY CRITERIA
FOR
SECONDARY LEVEL SCHOLARSHIPS**



3.1) SECONDARY LEVEL SCHOLARSHIPS (PUNJAB)

Category of Scholarships	Outreach, Special Quota
---------------------------------	--------------------------------

The students must have:

- I. Passed Punjab Examination Commission's (PEC) held Grade VIII examination in 2013 (annual)
(OR)
Passed grade VIII examination conducted by the Directorate of Special Education,
Punjab (*for special quota scholarships only*)
- II. Secured at least 60% marks in the above mentioned examination
- III. Secured admission in a regular educational institution as a full time student in the current academic year (2013-14)
- IV. Declared monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- V. For Special Quota Scholarships, the student must fall in at least one of the S.Q categories
- VI. Not availing any other educational scholarship during the current academic year



**SCHOLARSHIP
ELIGIBILITY CRITERIA
FOR
INTERMEDIATE & GRADUATION
LEVEL SCHOLARSHIPS**



3.2) INTERMEDIATE & GRADUATION LEVEL SCHOLARSHIP (PUNJAB)

Category of Scholarships	Outreach, Special Quota
--------------------------	-------------------------

The students must have:

- I. Passed Matriculation or Intermediate Examination held by Board of Intermediate and Secondary Education (BISE) Punjab or Federal Board of Intermediate & Secondary Education (FBISE), Islamabad in 2013 (annual)
 - Only students of Federal Government Institutions situated within geographical boundaries of Punjab are eligible
- II. Secured at least 60% marks in the above mentioned examination
- III. Secured admission in a regular educational institution as a full time student in the current academic year (2013-14)
- IV. Declared monthly income of parents (from all sources) is equal to or less than Rs.15,000/-
- V. For Special Quota Scholarships, the student must fall in at least one of the S.Q categories
- VI. Not availing any other educational scholarship during the current academic year

ELIGIBILITY CRITERIA FOR STUDENTS OF PRIVATE AFFILIATED INSTITUTIONS:

The talented and needy students of all private affiliated institutions are eligible

- The student must fulfill the following conditions to be considered eligible for scholarship:
 - ✓ Passed Matriculation or Intermediate Examination held by Board of Intermediate and Secondary Education (BISE) Punjab in 2013 (annual)
 - ✓ Must have studied the Secondary or Intermediate Level education on scholarship / fee waiver / fee exemption awarded by the institution (***the selected student will provide proof of scholarship / fee waiver / fee exemption***)
 - ✓ Secured at least 60% marks in the above mentioned examination
 - ✓ Secured admission in a regular educational institution as a full time student in the current academic year (2013-14)
 - ✓ Declared monthly income of parents (from all sources) is equal to or less than Rs.15,000/-



**INTERMEDIATE LEVEL SCHOLARSHIPS
UNDER PEEF - DEPARTMENT FOR
INTERNATIONAL DEVELOPMENT
(DFID) PARTNERSHIP**



3.3) SCHOLARSHIPS UNDER PEEF-DFID PARTNERSHIP:

INTRODUCTION:

Punjab Educational Endowment Fund (PEEF) and Department for International Development (DFID) – UK aid have signed Memorandum of Understanding (MOU) to provide 28,000 scholarships to meritorious and needy students for Intermediate and Graduation Level Education.

Under the proposed 5 year scholarship program; Department for International Development (DFID) – UK aid has agreed to provide grant of Rs. 1.625 billion over a period of 5 years to provide 28,000 scholarships. Out of the total allocated scholarships, 27,500 will be awarded to girl’s students of eleven (11) less developed districts of Punjab to continue Intermediate Level Education while 500 scholarships will be awarded to needy and meritorious students to peruse Graduation Level Education through partner Centre of Excellences (COEs).

SCHOLARSHIP ALLOCATION FOR INTERMEDIATE LEVEL EDUCATION:

Sr. No.	Districts	Allocation
1.	D.G.Khan	684
2.	Rajan Pur	681
3.	Muzaffar Garh	684
4.	Layyah	681
5.	Bahawalpur	680
6.	Bahawalnagar	680
7.	Rahim Yar Khan	684
8.	Vehari	681
9.	Lodhran	681
10.	Chiniot	681
11.	Bhakkar	684
	Grand Total	7,501



ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach
--------------------------	----------

The student must have:

- I. Passed Matriculation Examination held by Board of Intermediate and Secondary Education (BISE) Punjab or Federal Board of Intermediate & Secondary Education (FBISE), Islamabad in 2013 (annual)
- II. Only students of Federal Government Institutions situated within geographical boundaries of Punjab are eligible
- III. Passed Secondary School (Matriculation) Annual Examination from one of the eleven project districts of Punjab
- IV. Secured at least 60% marks in the above mentioned examination
- V. Secured admission in a regular educational institution as a full time student in the current academic year (2013-14)
- VI. Declared monthly income of parents (from all sources) is equal to or less than Rs.15,000/-
- VII. For Special Quota Scholarships, the student must fall in at least one of the S.Q categories
- VIII. Not availing any other educational scholarship during the current academic year



INTRODUCTION:

Under PEEF DFID partnership, 250 scholarships have been allocated to seven (7) COEs. The responsibility of the selection of students for PEEF- DFID scholarships rests with the respective COE.

SCHOLARSHIP ALLOCATION FOR GRADUATION LEVEL SCHOLARSHIPS:

List of COEs and allocation of graduation level scholarships for the year 2013-14 are as under:

Centre of Excellence (COE)	Scholarship Allocation
FAST University, Lahore	42
COMSATS Islamabad	42
COMSATS Lahore	42
GIKI, Swabi	42
NUST, Islamabad	42
NAMAL, Mianwali	25
LUMS,	15

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach
--------------------------	----------

The student must have:

- I. Punjab domicile
- II. Passed Matriculation or Intermediate Examination held by Board of Intermediate and Secondary Education (BISE) Punjab or Federal Board of Intermediate & Secondary Education (FBISE), Islamabad in 2013 (annual)
 - Only students of Federal Government Institutions situated within geographical boundaries of Punjab are eligible
- III. Secured admission in a regular educational institution as a full time student in the current academic year (2013-14).
- IV. Students must also qualify the criteria for award of financial aid prescribed by the Institution.
- V. Declared monthly income of parents (from all sources) is equal to or less than Rs.30,000/-



MASTER'S LEVEL SCHOLARSHIPS

- **PUBLIC SECTOR UNIVERSITIES OF PUNJAB**
- **INFORMATION TECHNOLOGY UNIVERSITY, PUNJAB**



3.3) MASTER'S LEVEL SCHOLARSHIPS FOR PUBLIC SECTOR UNIVERSITIES OF PUNJAB

INTRODUCTION:

PEEF has allocated 20% of its annual scholarship quota for Master Level Education. These scholarships are awarded to talented and deserving students enrolled in Public sector Universities of the Punjab (Annex-B).

In order to be considered eligible for PEEF Master level scholarships; the student must fulfill the following eligibility criteria

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
--------------------------	-------------------------

The student must have:

- I. Punjab domicile
- II. Secured at least 60% marks or a minimum CGPA 2.5 in BA/ B.Sc./ B.COM/ BS/ BBA etc. examination held in 2013 (annual) in Punjab
- III. Secured admission as a full time student in the current academic year (2013-14) in one of the partner Public Sector University / Degree Awarding Institution of Punjab or in COMSATS Islamabad
 - a. *Students who already have secured MA / MSc. / MS / M.Phil degree are not eligible for PEEF Master Level Scholarship*
- IV. Students enrolled in spring/fall session (where applicable) and morning/ afternoon / evening sessions (where applicable) are also eligible to apply for PEEF Masters scholarships
- V. Declared monthly income of parents (from all sources) is equal to or less than Rs. 30,000/-
- VI. Not availing any other educational scholarship during the current academic year
- VII. Besides fulfilling PEEF eligibility criteria, the prospective student must qualify the criteria of the respective Public Sector University / Higher Education Institution



3.4) MASTER LEVEL SCHOLARSHIPS FOR INFORMATION TECHNOLOGY UNIVERSITY PUNJAB

INTRODUCTION:

PEEF has signed MoU to provide scholarship assistance of 100 Master Level Scholarships to deserving and meritorious students enrolled in the Information Technology University Punjab.

SCHOLARSHIP ALLOCATION:

PEEF has allocated 100 Master Level Scholarships for ITU, Punjab. Stipend rates admissible under the MoU signed with ITU Punjab are as follows:

No. of Scholarships	Total Stipend Per Student (Rs.)
50 scholarships	200,000/per year
50 scholarships	100,000/per year

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
---------------------------------	--------------------------------

Following students of ITU are eligible to apply:

- I. Having Punjab domicile
- II. Secured at least 60% marks or minimum CGPA 2.5 in BA/B.Sc./BBA/BCS/BS/B.COM etc. examinations (annual).
- III. Their declared monthly income of parents from all resources is equal to or less than Rs.30,000/-
- IV. Not receiving any other scholarship for Master's Level studies (except for the 50% remaining scholarship, to be compensated from other sources).
 - a. Students who have already passed / Possessed MA / MSc. / MS/ M.Phil etc. degree are not eligible for PEEF Master Level Scholarship
- V. Marks Improvers or students who have passed examination in supplementary session are not eligible



**SCHOLARSHIP ALLOCATED TO
PUNJAB BOARD OF TECHNICAL
EDUCATION (PBTE)**



3.5) INTERMEDIATE AND GRADUATION LEVEL SCHOLARSHIPS FOR STUDENTS OF PBTE

INTRODUCTION:

PEEF has allocated a quota of 468 scholarships for the students of PBTE. This quota includes both outreach and special quota scholarships. Quota is allocated irrespective of gender of students.

The scholarship allocation for the year 2013-14 s as under:

Sr. No.	Selection of Students on the Basis of	Scholarship Allocation for the Students Studying in	# of Scholarship Allocated	Per District	Selection Criteria
1	Matric – Tech	Intermediate (D.Com, DAE, F.A, ICS, etc.)	36	1	District Topper (Eligible as per PEEF policy)
2	Commercial (D.COM & DBA)	Graduation (B.Com / B.Com Hons., BBA, B.Sc, ACS, CA, etc.)	180	5	Top five of each district (Eligible as per PEEF policy)
3	Technical DAE & DDM)	Graduation (B.Com / B.Com Hons., BBA, B.Sc, ACS, CA, etc.)	180	5	Top five of each district (Eligible as per PEEF policy)
4	Commercial & Technical (Special Quota)	Graduation (B.Com / B.Com Hons., BBA, B.Sc, ACS, CA, etc.)	72	2	Merit amongst students identified under SQ categories (Eligible as per PEEF policy)
	Total		468		



ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
--------------------------	-------------------------

The student must have:

- I. Passed Matric –Tech., Commercial and Technical PBTE examination in 2013 (annual) from Govt. Institution or Private Affiliated Institutions
- II. Secured at least 60% marks in the above mentioned examination
- III. Secured admission in a regular educational institution as a full time student in the current academic year (2013-14)
- IV. Monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- V. For Special Quota Scholarships, the student must fall in at least one of the S.Q categories
- VI. Not availing any other educational scholarship during the current academic year



**SCHOLARSHIPS
ALLOCATED TO
CENTRE OF EXCELLENCE
(COE)**



3.6) SCHOLARSHIPS FOR COEs

INTRODUCTION:

Center of Excellence (COE) is an academic institution that has high merit in the academic realm in terms of reputation, conduct and performance. The Punjab Educational Endowment Fund has allocated scholarship quotas to different COEs. The responsibility of selection of students for PEEF scholarship rests with the respective COE. Scholarships allocation for COE is as under:

Centre of Excellences (COE's)	Scholarship Allocation (2013-14)
Lahore University of Management Sciences (LUMS)	30
FAST University, Lahore	30
COMSATS Islamabad	10
COMSATS Lahore	10
GIKI, Swabi	10
NUST, Islamabad	20
IBA, Karachi	8
FC College University, Lahore	20
Cadet College, Hassan Abdal	20
Military College, Jehlum	20
Pak Turk International Public School & College Islamabad	20
Sadiq Public School, Bahawalpur	20
Directorate of Staff Development (DSD)	50
University of Veterinary & Animal Sciences	20
Beaconhouse National University (BNU), Lahore	20
Institute of Chartered Accountants of Pakistan (ICAP)	15
Institute of Cost Management Accountants of Pakistan (ICMAP)	15
TOTAL	358



Chapter 4

SCHOLARSHIPS FOR OTHER PROVINCES/AREAS



4.1) INTERMEDIATE AND GRADUATION LEVEL SCHOLARSHIPS FOR OTHER PROVINCES:

INTRODUCTION:

The Punjab Educational Endowment Fund (PEEF) has allocated scholarship quotas for meritorious and deserving students of other provinces, AJK, FATA & Islamabad Capital Territory. These scholarships are awarded to pass outs of public sector institutions to pursue Intermediate and Graduation level education in their respective province or any other educational institution of Pakistan. This scholarship quota includes both outreach and special quota scholarships. These scholarships have been allocated for Intermediate and Graduation level education only, the level wise allocation is as follows:

- 60% scholarships are allocated for Intermediate level education
- 40% scholarships are allocated for Graduation level education.

SCHOLARSHIP ALLOCATION:

Other provinces / Territories	Scholarship Allocation
Baluchistan	480
Khyber Pakhtun Khuwa	63
Sindh	63
FATA	25
Gilgit Baltistan	21
AJK	21
Islamabad Capital Territory (ICT)	21
TOTAL	694



ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
--------------------------	-------------------------

In order to be eligible for PEEF scholarships; a student must have:

- I. The provincial / territory / entity domicile
- II. Passed Matriculation or Intermediate Examination held by the respective Board of Intermediate and Secondary Education (BISE) in 2013 (annual)
- III. Passed these examination through Government School / College
- IV. Secured at least 60% marks in the above mentioned examination
- V. Secured admission in a regular educational institution as a full time student in the current academic year (2013-14)
- VI. Monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- VII. For Special Quota Scholarships, the student must fall in at least one of the S.Q categories
- VIII. Not availing any other educational scholarship during the current academic year



4.2) ADDITIONAL SCHOLARSHIPS FOR BALOCHISTAN:

For the year 2013-14, PEEF has also allocated 80 additional scholarships. The detail of additional scholarships is as follows:

a. MASTERS LEVEL SCHOLARSHIPS

Apart from Scholarship Quota at Intermediate & Graduation Level, PEEF has allocated Masters level additional scholarships for students studying in Public sector universities of Balochistan.

SCHOLARSHIPS ALLOCATION:

30 Scholarships has been allocated for Master Level studies in Public Sector Universities of the Balochistan.

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
--------------------------	-------------------------

In order to be eligible for PEEF scholarships; a student must have:

- I. Balochistan domicile
- II. Secured at least **60%** marks or minimum **CGPA 2.5** in BA/B.Sc./BBA/BCS/BS/B.COM etc. examinations held in 2013 (annual).
- III. Secured admission as a full time student in the current academic / Degree year (2013-14) in a Public Sector University of Balochistan.
- IV. Students enrolled in spring/fall session (where applicable) and morning/ afternoon / evening sessions are also eligible to apply for these scholarships
- V. Monthly income of parents (from all sources) is equal to or less than Rs. 30,000/-
- VI. Not receiving any other scholarship for Master's Level studies.
- VII. Besides fulfilling PEEF eligibility criteria, the prospective student must satisfy the criteria for award of financial aid of the respective University / Higher Education Institution.



b) TECHNICAL EDUCATION SCHOLARSHIPS

30 scholarships have been allocated for district toppers of DAE (Diploma of Associate Engineering) to pursue Graduation Level education in institutions of Balochistan or Punjab

ELIGIBILITY CRITERIA:

Category of Scholarships	Outreach, Special Quota
--------------------------	-------------------------

Students must have:

- I. Passed DAE (Diploma of Associate Engineering) examination in 2013 (annual) from BISE Quetta
- II. Secured at least 60% marks in the above mentioned examination
- III. Secured admission in a regular educational institution as a full time student in the current academic year 2013-14.
 - a. The prospective student may get enrolled in undergraduate/ diploma /certification program in Balochistan. **OR**
 - b. Scholarships may also be awarded to students of Balochistan who are enrolled in TEVTA Punjab administered institutions in undergraduate/ diploma /certification program.
- IV. Monthly income of parents (from all sources) is equal to or less than Rs. 15,000/-
- V. Not availing any other educational scholarship during the current academic year

c) TAALEEM FOUNDATION SCHOLARSHIPS:

20 scholarships have been allocated for Taleem Foundation, a civil society organization working in rural areas of Balochistan.



Chapter 5

SCHOLARSHIP DISBURSEMENT POLICY



5.1) SCHOLARSHIP DISBURSEMENT POLICY

i.	Level	Secondary, Intermediate, Graduation
-----------	--------------	--

- Scholarship stipend is disbursed on bi-annual basis through the office of Head of Institution where the scholar is currently enrolled.

ii.	Level	Masters Level Scholarships
------------	--------------	-----------------------------------

- PEEF disburse the scholarship stipend on bi-annual basis through Financial Aid Office/ Students Resource Centre of the respective university.
- The Financial Aid Office/ Students Resource Centre acts as “liaison office” between PEEF and the university / degree awarding institution for disbursement of scholarship stipend and submission of acknowledgment sheets.

iii.	Level	Centre of Excellence (CoE)
-------------	--------------	-----------------------------------

- Scholarship stipend to the scholars of CoE is disbursed as per agreed terms of the MoU signed.

iv.	Level	Other Provinces, AJK, FATA & ICT
------------	--------------	---

- Scholarship stipend is disbursed on bi-annual basis through the respective Provincial / Area Education Departments/Focal Office.
- The respective Focal office acts as “liaison office” between PEEF & the scholars.

v.	Level	Punjab Board of Technical Education (PBTE)
-----------	--------------	---

- Scholarship stipend to the selected students is disbursed on bi-annual basis through the Head of institution in which the students are currently enrolled.
- The installment wise lists of disbursements are shared with PBTE, Lahore for information and record purposes.



5.2) ISSUES & POLICY GUIDELINES FOR DISBURSEMENT OF SCHOLARSHIPS

Issue 5.2.1:

What is the PEEF scholarship policy if a scholar has changed the his/ her institution, degree course and/ or academic session

Policy:

If the scholar has changed his/ her institution, degree course/ or academic session; PEEF will continue the scholarship of the student. However, the duration of the scholarship will be determined from the month/ year of the initial selection of PEEF scholarship. Any increase in the duration of the period of study, as a result of change of institution, degree course/ academic session/ institution will be allowed once during the course of scholarship period and in case the scholar changes his/ her institution, degree course and/ or academic session more than once; PEEF will cancel the scholarship.

*In case the student fails in exam and is readmitted in same degree course he/she will be considered as “repeater” and PEEF will cancel his/ her scholarship.

Issue 5.2.2:

What documents are required if scholarship holder changes the Institution?

Policy:

In such cases the scholars will be asked to submit the following documents;

- a. NOC from the Previous Institution
- b. Admission/Confirmation letter from the current institution mentioning the year of admission in degree course and duration of current course
- c. Filled scholarship application attested by the current institution

Issue 5.2.3:

What will be the stipend rate if a student changes his / her degree course from professional degree to non-professional or vice versa?

Policy:

The rate of stipend will be adjusted accordingly

Issue 5.2.4:

What is the policy for change of status from Day Scholar to Boarder and vice versa?



Policy:

PEEF will change the category of the scholar and will pay revised stipend, if admissible from the effective month subject to provision of duly attested certificate by the hostel warden / superintendent.

Issue 5.2.5:

What is the policy if the institution returns the scholarship DD/ cheque stating that the student has left the institution?

Policy:

PEEF will contact the student to know his / her current status, and if the student is enrolled in another regular full time institution, PEEF will ask the scholar to provide the documents as per policy and will continue his/her scholarship. However, if the scholar has discontinued his studies; the scholarship will be cancelled.

NOTE: *The students of other provinces, Centre of Excellence & Master Level Scholarships will forward their applications through respective Focal Office / institutions / universities.*

Issue5. 2.6:

What is the policy if the Head of Institution recommends for the cancellation of the scholarship due to reason(s) given below:

- i. Poor Academic Performance
- ii. Low attendance
- iii. Not appeared in exams/ promotion test
- iv. Poor discipline
- v. Any other reason provided by the Head of Institution (HOI)

Policy:

In such case, PEEF will seek a detail report from the head of institution and will act accordingly. If the subject scholar approaches PEEF and requests for review of the decision, PEEF will ask the Head of Institution for review and will act accordingly. However, if the student does not appeal for review, the decision of the HOI will be considered. However if the scholar is not satisfied with the Institution's decision, the case will be referred to Grievance Redressal Board (GRB) of PEEF whose decision will be final and binding to all stakeholders.

Issue 5.2.7:

What is the policy for payment of scholarship stipend for scholars of institutions who do not have official bank account?



Policy:

PEEF will send the scholarship stipend directly to student / parent / guardian accounts through institution while asking the scholars to submit a certificate of their academic, attendance and general conduct performance for the period; duly attested by the Principal / Head of Institution.

Issue 5.2.8:

What is the scholarship policy for students who are enrolled in degree / courses where govt. provides monthly financial assistance / incentives?

Policy:

Fee waiver / fee concession / incentive provided to students are not considered as scholarship and in such cases PEEF will pay the scholarship stipend to such selected students as per prevailing scholarship stipend rates.

Issue 5.2.9:

What is the policy for scholars who have received at least one installment and freezes the semester due to any reason (e.g. long illness, death of his/her parents etc) and rejoins the institution to continue his/her studies?

Policy:

If the scholar rejoins the same institution, PEEF will seek a detail report from Head of Institution. PEEF will consider the report by HOI and will adhere the recommendations.

Issue 5.2.10:

What is the replacement policy if a PEEF scholar drops out /fails or opt other scholarship and the institution forwards recommendation for “**Discontinuation of Scholarship**”?

Policy:

- i. If the PEEF scholar does not receive the 1st bi-annual installment and drops out /fails or opts other scholarship; his/her scholarship will be discontinued as per recommendations of the respective institution and replacement shall be made as per merit from the waiting list.
- ii. If the PEEF scholar has received any stipend amount and drops out/fails or opts other scholarship, PEEF will discontinue his/her scholarship as per recommendation of the respective institution and no replacement will be made.



Chapter 6

REDRESSAL OF GRIEVANCE



6.1) REDRESSAL OF GRIEVANCE (PUNJAB)

The Applicants:

- Students
- Parents
- Institutions
- Other offices (Govt. offices, Education Department, etc.)

Issues:

- Scholarship award
 - Cancellation of scholarships due to false / wrong information
 - Determination of merit and selection of institution
 - Any other reason related to allocation / award of PEEF scholarships
-

The Punjab Educational Endowment Fund (PEEF) has established a “Three (3) Tier” Grievance Redressal System, giving the applicants a fair and transparent grievance redressal mechanism for complaints regarding award of PEEF scholarships.

i) SCHOLARSHIP MANAGEMENT SECTION (SMS):

The first tier to evaluate the application is the SMS Head (Senior Manager Scholarship). All the applications (in writing or through electronic mail – emails) or by representation will be reviewed at this level on the basis of data provided by BISEs and tehsil wise merit lists prepared for award of scholarships.

Time line:

All complaints will be addressed within 30 days from date of receipt.

TORs / Objectives:

To review:

- Applications for award of scholarships
- Cases for cancellation of scholarships
- Applications for transfer of scholarship from one institution to the other
- Application for revision of scholarship stipend on the bases of change in degree / course
- Applications submitted by stakeholders, challenging a scholarship award to any other student
- Applications by the former scholar(s) after he / she has been debarred due to reasons as given by the PEEF and by the participating institution
- Application regarding formulation of merit
- Any other issue related to scholarship



The SMS Head will take action based on the information provided by the partner institution / BISE / FBISE / PEC and the applicant as per prevailing scholarship policy.
Anonymous complaints shall not be reviewed.

ii) INTERNAL REVIEW COMMITTEE (IRC):

If the complainant is not satisfied with the reply of the Head of Scholarship Management Section, he / she can request for a review of such decision. An IRC comprising of the following members shall review the decisions of the Head of SMS. The application for review will be addressed to IRC/CEO/PEEF. The Internal Review Committee comprises of;

1. Chief Executive Officer (CEO)
2. Chief Financial Officer (CFO)
3. Senior Manager Scholarships

The IRC, headed by CEO, will review all the applications on merit and make the final decision regarding the matter.

All the applications received will be reviewed within 30 days of receipt.
(Anonymous complaints shall not be reviewed)

iii) GRIEVANCE REDRESSAL BOARD (GRB):

If the complainant is even not satisfied with the decision of IRC, he / she may request for a final review to the Grievance Redressal Board. The GRB comprising of a retired Judge of High Court, a non-official member of the Board of Director (nominated by the vice chairman) and departmental representative (DR) will review the decisions of Internal Review Committee regarding the cases submitted by the students, their parents, educational institutions and line departments.

All the applications received will be reviewed within one month of receipt.
(Anonymous complaints shall not be reviewed)

iv) PROCEDURES / POLICY FOR REDRESSAL OF GRIEVANCES

- PEEF will address queries of grievances regarding award of scholarships for the year 2012-2013. These queries should reach PEEF office within one month from the date of uploading / announcement of Final Award Lists of any level.
- The applicant(s) can file a complaint on plain paper, signed and accompanied by CNIC of the student / parents / guardian, or through emails or representation.



PEEF Scholarship Policy-2013-14

- If applicant is a student, less than 18 years of age, the CNIC of the father/mother/guardian will be attached.
- If applicant is an institution/office; the application will be submitted on official letter head duly signed by the authority.
- Anonymous complaints shall not be reviewed.



6.2) REDRESSAL OF GRIEVANCE

(PBTE, Other Provinces, AJK, FATA, Gilgit-Baltistan & ICT)

The Applicants:

- Students
- Parents
- Institutions
- Other offices (Govt. offices, Education Department, etc.)

Issues:

- Scholarship award
 - Cancellation of scholarships due to false / wrong information
 - Determination of merit and selection of institution
 - Any other reason related to allocation / award of PEEF scholarships
-

- Punjab Educational Endowment Fund (PEEF) has allocated scholarship quotas for PBTE, other Provinces, AJK, FATA, Gilgit-Baltistan and ICT.
- All the nominations for PEEF scholarship are finalized by the respective department of education of the province / territory / entity. These nominations are finalized as per guidelines provided by the PEEF.
- In case there is grievance regarding PEEF scholarships, all such applications will be forwarded to the provincial offices / DG Federal Directorate of Education & PBTE focal person. PEEF, if approached by the provinces / territory / entity, will assist the respective focal person in defining the scholarship policy and disbursement processes.
- The decisions of the respective provincial offices / DG Federal Directorate of Education & PBTE will be considered FINAL.
- In case a student or other stake holder submits an application for review of the decision, PEEF will forward the same for comments to the respective provincial (focal) office. On receipt of comments, the application will be forwarded to IRC. The Internal Review Committee comprises of;
 - Chief Executive Officer (CEO)
 - Chief Financial Officer (CFO)
 - Senior Manager Scholarships
- The IRC, headed by CEO, will review all the applications on merit and make the final decision regarding the matter.
- All the applications received will be reviewed within 30 days of receipt.



GLOSSARY & ANNEXURES



7.1) ABBREVIATIONS & GLOSSARY

1)	Level	PEEF is currently dealing with four LEVELS of education; Secondary, Intermediate, Graduation and Masters Level
2)	Stream	Combination of courses; ARTS, SCIENCE, COMMERCE, IT etc.
3)	Gender	Boys / Girls (Male / Female)
4)	BISE	Board of Intermediate and Secondary Education
5)	PEC	Punjab Examination Commission
6)	DFID	Department of International Development
7)	SQS	Special Quota Scholarship
8)	Eligible students	Student who fulfills the merit as well as income requirement
9)	IRC	Internal Review Committee
10)	GRB	Grievance Review Board
11)	SMS	Scholarship Management Section
12)	HOI	Head of Institution
13)	ICT	Islamabad Capital Territory
14)	AJK	Azad Jammu Kashmir
15)	FATA	Federally Administered Tribal Areas
16)	G.B	Gilgit Baltistan
17)	HED	Higher Education Department
18)	DFC	District Focal Committee
19)	FBISE	Federal Board of Intermediate and Secondary Education
20)	PBTE	Punjab Board of Technical Education
21)	DD	Developed Districts
22)	LDD	Less Developed Districts
23)	COEs	Centre of Excellence
24)	DDE(C)	Deputy Director Education (Colleges)
25)	EDO(E)	Executive District Officer (Education)
26)	HEC	Higher Education Commission
27)	PEF	Punjab Education Foundation
28)	NOC	No objection Certificate
29)	B&L	Boarding & Lodging
30)	L.A	Living Allowance
31)	BPS	Basic Pay Scale
32)	TEVTA	Technical Education & Vocational Training Authority
33)	DR	Departmental Representative
34)	CNIC	Computerized National Identity Card



Annexure



LIST OF DIVISIONAL HEADQUARTERS

1. Lahore
2. Rawalpindi
3. Gujranwala
4. Sargodha
5. Multan
6. Faisalabad
7. DG Khan
8. Bahawalpur
9. Sahiwal



LIST OF PATNER UNIVERSITIES

SR. NO.	NAME OF UNIVERISTY	WEB ADDRESS
1	PIR MEHR ALI SHAH ARID AGRICULTURE UNIVERSITY, RAWALPINDI	www.uaar.edu.pk
2	BAHA UD DIN ZAKRIYA UNIVERSITY, MULTAN	www.bzu.edu.pk
3	FATIMA JINAH WOMEN UNIVERISTY, RAWALPINDI	www.fjwu.edu.pk
4	GOVT. COLLEGE UNIVERSITY, LAHORE	www.gcu.edu.pk
5	GOVT. COLLEGE UNIVERSITY, FAISALABAD	www.gcuf.edu.pk
6	ISLAMIA UNIVERSITY BAHAWALPUR	www.iub.edu.pk
7	KIND ENWARD MEDICAL UNIVERISTY, LAHORE	www.kemu.edu.pk
8	KINNAIRD COLLEGE FOR WOMEN, LAHORE	www.kinnaird.edu.pk
9	LAHORE COLLEGE FOR WOMEN UNIVERISTY	www.lcwu.edu.pk
10	NATIONAL COLLEGE OF ARTS, LAHORE	www.nca.edu.pk
11	UNIVERSITY OF THE PUNJAB, LAHORE	www.pu.edu.pk
12	UNIVERSITY OF ENGINEERING AND TECHNOLOGY, LAHORE	www.uet.edu.pk
13	UNIVERSITY OF ENGINEERING AND TECHNOLOGY TAXILA, RAWALPINDI	www.uettaxila.edu.pk
14	UNIVERSITY OF AGRICULTURE FAISALABAD	www.uaf.edu.pk
15	UNIVERISTY OF EDUCATION LAHORE	www.ue.edu.pk
16	UNIVERSITY OF GUJRAT	www.uog.edu.pk
17	UNIVERSITY OF HEATH SCIENCES, LAHORE	www.uhs.edu.pk
18	UNIVERSITY OF SARGODHA	www.uos.edu.pk
19	UNIVERSITY OF VETERINARY AND ANIMAL SCIENCES, LAHORE	www.uvas.edu.pk
20	COMSATS ISLAMABAD	www.ciit-isb.edu.pk
21	INFORMATION TECHNOLOGY UNIVERSITY, PUNJAB	www.itu.edu.pk
22	NATIONAL TEXTILE UNIVERSITY, FAISALABAD	www.ntu.edu.pk
23	WOMEN UNIVERSITY, MULTAN	



PEEF – DFID Scholarship Program

Participating districts:

- 1) D.G.Khan
- 2) Muzaffar Garh
- 3) Layyah
- 4) Bahawalpur
- 5) Bahawalnagar
- 6) Rahim Yar Khan
- 7) Bhakkar
- 8) Vehari
- 9) Lodhran
- 10) Rajan Pur
- 11) Chiniot